
South Carolina Department of Disabilities and Special Needs
Head and Spinal Cord Injury Division

REQUEST FOR PROPOSALS

**Competitive Funding for *ThinkFirst* Injury Prevention Projects
State Fiscal Year 2011**

The Head and Spinal Cord Injury (HASCI) Division of South Carolina Department of Disabilities and Special Needs (SCDDSN) announces anticipated state funding for projects that will increase evidence-based *ThinkFirst* injury prevention efforts in our state. State and local non-profit organizations, consumer groups, and/or local DSN Boards are eligible and encouraged to apply. **Projects must be implemented between September 1, 2010 and July 31, 2011.**

The *ThinkFirst* National Injury Prevention Foundation, formally known as the National Head and Spinal Cord Injury Prevention Program, was first implemented nationally in 1986. *ThinkFirst* programs are aimed at helping young children, youth, and teens learn about personal vulnerability and the importance of making safe choices. *ThinkFirst* curricula and supplementary materials are research-validated and have received national and international recognition. More detailed information about the *ThinkFirst* program and establishing a chapter can be found at www.thinkfirst.org. Bonnie Muntz-Pope, BSN, RN, CNRN, the South Carolina *ThinkFirst* State Director, can be contacted at (843) 792-8967.

Contingent upon available funding, it is estimated 6-10 projects will be funded through a competitive selection process. Existing *ThinkFirst* chapters will be capped at \$1,300 and newly formed chapters may receive up to \$2,600 (including initial or renewal fees to *ThinkFirst* National Injury Prevention Foundation). Up to \$5000 may be awarded to a statewide project to train and support VIP Speakers. Notification of selection will be made in late August 2010 and SCDDSN will subsequently execute a contract with the selected organizations. One six-month report and a final report must be submitted to the HASCI Division.

Proposals must focus on prevention of traumatic brain injury and/or spinal cord injury using *ThinkFirst* approaches. Leading causes of death and disability from such injuries in South Carolina include motor vehicle crashes, firearms, suffocation, falls, sports injuries and violence. Examples of injury prevention initiatives are attached as Appendix B.

The Injury Project Selection Committee will consider the following criteria when evaluating proposals:

- focus on implementing *ThinkFirst* efforts with youth and teens (4th - 12th grade);
- utilization of trained VIP speakers (people with TBI / SCI);
- inclusion / integration of injury prevention activities in local service delivery;
- linkages with local health education programs or local prevention initiatives;
- geographical dispersion of newly formed *ThinkFirst* chapters and partnering entities;
- appropriate project implementation and evaluation; and
- feasibility of project activities to continue.

Proposals must be received by Friday, August 6, 2010. Faxed or E-mailed copies will not be accepted. One (1) original and three (3) copies of proposals must be mailed or delivered to:

Linda C. Veldheer, Ph.D., Director
Head and Spinal Cord Injury Division
SC Department of Disabilities and Special Needs

3440 Harden Street Extension
Post Office Box 4706
Columbia, South Carolina 29240

South Carolina Department of Disabilities and Special Needs
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***ThinkFirst* Injury Prevention Project Application Form**

Project Title: _____

Applicant Agency/Organization: _____

Project Coordinator: _____

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

Supervisor of Project Coordinator: _____

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

Agency/Organization that will administer or serve as fiscal agent for the project contract:

Federal or Tax Identification Number: _____

Agency/Organization Fiscal Administrator (who can approve budget and conditions of project):

Work Address: _____

City _____ State _____ Zip _____

Work Telephone: (____) _____ FAX Number: (____) _____

E-Mail Address: _____

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***ThinkFirst* Injury Prevention Project Narrative**

All eight (8) sections of the project narrative must be addressed with the proposal. The narrative must be submitted with the Injury Prevention Project Application Form.

I. Problem to be Addressed / Magnitude of Problem

Summarize the injury problem you propose to address in your statewide or local project.

II. Proposed Project Description

- | | |
|------------------------------|--|
| 1) <u>Project Goal:</u> | A broad statement of purpose of the proposed project. |
| 2) <u>Objectives:</u> | Discreet objectives to reduce the incidence or risk of the injury. Each objective must include a time frame and a unit of measurement or other evaluation component. |
| 3) <u>Approach:</u> | Specific strategies and activities to accomplish the objectives. |
| 4) <u>Target Population:</u> | The target population for the project, including the number of individuals to be involved/reached by the project. |

III. Collaboration/Linkages

Identify the organization(s), agency(s), or program(s) that will be involved in the proposed project. Specify the type of involvement, such as sharing resources, conducting specific activities, collaboration with training, or additional funding source.

IV. Project Implementation Plan

Complete the form provided as Appendix A for each objective described in Section II. Each objective must be related to the goal of the project. The strategies/activities to accomplish the objectives must include target dates, target population and numbers to be served. A measure of evaluation should be indicated for each strategy/activity.

V. Continuation Plan

Describe plans to continue or expand project activities after SCDDSN funding expires. Include other organizations, agencies, or programs to be involved in continuation, as well as possible sources of future funding.

VII. Proposed Budget

A. Itemized Expenditures

Note: - Salaries and equipment purchases are not funded within the scope of this contract.
- Funds must be expended as itemized.

Supplies and Materials:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

Other Expenses:

_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

Total Expenditures:	\$	_____
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B. Revenue

Total funds requested from SCDDSN	\$	_____
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Funds from other sources available to this project (Note source and designate use below.)	\$	_____
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Total Revenue:	\$	_____
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VIII. Signatures

Signature of Fiscal Administrator

Signature of Project Director/Supervisor

Name Typed or Printed

Name Typed or Printed

Date

Date

Appendix A

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***ThinkFirst* Injury Prevention Project Implementation Plan**

Complete a separate form for each objective included in the proposed project description.

Goal: _____

Objective: _____

Activity	Person(s) Responsible for Activity	Target Group/ Number To be Served	Target Dates	Evaluation Methods (Examples: attendance logs, survey, pre and post-tests)

Appendix B

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Examples of *ThinkFirst* Injury Prevention Projects

Develop a new *ThinkFirst* chapter, partner with an existing chapter, or strengthen an existing chapter to:

1. Conduct statewide and/or local activities to raise awareness of traumatic brain injury / spinal cord injury and their common causes. Encourage community agencies and organizations to educate young children, youth, and teens about prevention of these lifelong disabilities.
2. Collaborate with schools and community organizations to offer *ThinkFirst* curricula to educate children, parents and teachers about prevention of unintentional injuries.
3. Expand on previous local prevention projects and offer programs statewide. Collaborate with school districts, community organizations, and HASCI Resource/Drop-In Centers.
4. Develop and conduct workshops for V.I.P. (Voices for Injury Prevention) speakers who are survivors of traumatic brain injury or spinal cord injury.

Recommended Community Organizations / Agencies for Collaboration:

South Carolina SAFE KIDS Coalitions	Local Health Departments
School Districts	After-school Programs
Law Enforcement	Child Development Centers
Emergency Medical Services (EMS)	Recreation Departments
American Red Cross	Bicycle Clubs, Motorcycle Clubs
Churches	Hospitals
Spinal Cord Injury Organizations	Brain Injury Organizations
Colleges / Universities	Local DDSN Boards – HASCI Divisions
South Carolina Department of Health and Environmental Control (DHEC)	